

PARK, RECREATION AND COMMUNITY SERVICES BOARD MINUTES

THURSDAY, November 12, 2009

A regular meeting of the Park, Recreation and Community Services Board was held in the Council Chambers in City Hall of Burbank 275 East Olive Avenue, Burbank, California. The meeting was called to order at 6:08 pm by Whit Prouty, Chairperson.

ROLL CALL

Present Members Prouty, Ferguson , DePalo and Yegparian (6:12) **Absent...** Member Layfer
Staff Present... Deputy Directors Teri Stein, Jan Bartolo, Marisa Garcia and Gaby Flores; Administrative Officer Johnathan Frank, Manager Kris Smith, Supervisor Cathryn Villalobos Acting Recording Secretary Erick Solis

APPROVAL OF MINUTES

Minutes approved for November (3-0, with one abstention and corrections)

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

WRITTEN COMMUNICATIONS

None

ORAL COMMUNICATIONS

Mr. Terry Scott and Ms. Debbie Ludwig spoke on the BAF Board selection process.

ANNOUNCEMENTS

Upcoming events were announced.

NEW BUSINESS

1. Burbank Tennis Center Report

Steve Starleaf, provided an overview of the 2008/09 season. He briefly discussed Year 5 goals and objectives, disabled youth activities, Junior Tennis League, donations, activities, community events, the café and pro shop, brochure and statistics.

Boardmembers commented on the tennis center events and a suggestion was made to consider 40-Love as a possible concessionaire for the Starlight Bowl.

ACTION Note and File

2. Starlight Bowl 2009 Season Review

Kristen Smith, Recreation Manager and Cathryn Villalobos, Recreation Supervisor provided an overview of the 2009 Starlight Bowl Season including lineup, marketing, sponsorship programs, attendance, revenue, operations, online ticketing, survey results, concessionaire, and construction projects. It was also noted that due to budget constraints, there will only be six concerts in 2010.

ACTION Note and File

3. Capital Improvement Projects (CIP) Updates

Ms. Bartolo gave a brief overview on the Five Points, Tuttle Center and Stough Park projects. At Five Points, the soil has been prepared, plant materials have arrived, trees and shrubs are being planted, the walkway has been poured, and the sculpture area has been prepared. The dedication ceremony is tentatively set for January 12, 2010. At Ralph Foy Park (adjacent to the Tuttle Center), the horseshoe courts were removed and new outdoor exercise equipment was installed. At Stough Park, the new restrooms will be a prefabricated stand-alone facility, and landscaping/irrigation will be redone. The existing restroom facility will be converted into a storage/maintenance room. Upcoming projects also include the DeBell Golf tee renovation, and sports field relighting projects at Izay and Brace Parks (all six diamonds will be put on a centralized lighting system).

ACTION Note and File

4. BAF Board Selection Process-Step 2

After posing some questions to the BAF members in the audience and a brief discussion, the Boardmembers decided to postpone this item to the next meeting.

ACTION Item postponed to the December meeting (motion made by Mr. Yegparian and passed 3-0, with an abstention from Mr. Ferguson)

5. Going Dark in December

Boardmembers decided to meet in December.

ACTION The Board will meet in December as scheduled.

OLD BUSINESS

1. Aquatics Steering Committee

Ms. Garcia reported that the Aquatics Steering committee has not met. Staff continues to work on the agreement with the architect and hope to go to City Council in December for approval.

ACTION Note and File

2. City Council Agenda Items

Ms Garcia reported on the following City Council items: October 20- City Council approved construction documents and awarded the contract for the Joslyn Center Modification Project, City Council approved documents and awarded a contract for Tee Renovations, City Council selected a third art installation for the Chandler Bikeway; October 27- City Council approved a 15-month Roller Hockey agreement with Community Sports Foundation, City Council authorized the department to participate in a 2009 competitive trails grant program; November 3- Staff presented the second step for permitting outside arborist to prune City-owned parkway trees and was directed to return to in the near future with additional information, Staff presented a report on the City's ficus tree program on Magnolia and a majority of Councilmembers voted that the existing plan was comprehensive and required no further action.

A Boardmember requested more details on the tree related items and felt that Boardmembers should be allowed to give feedback. Staff responded that the item would be returning to City Council and that the it could be agendized at the Board's direction.

ACTION Note and File

REPORTS

1. Transit Task Force

Mr. Yegparian reported that the members were invited to a Transportation Commission meeting where the basic designs for a multi-mobile transit center at the airport were presented.

ACTION Note and File

2. Burbank Youth Task Force

Mr. Ferguson reported that reports were given by sub-committees. Every 15 Minutes was referred with positive recommendations to City Council. However, school district officials will not move on with the project. There was also discussion about the Outreach Center closing at BUSD due to budgetary constraints. The item will be returning to City Council for discussion.

ACTION Note and File

3. Child Care Committee

Mr. DePalo reported that there had been a thank you potluck for pat Thomas at the last meeting.

ACTION Note and File

4. Senior Board

Mr. DePalo reported that the group was looking forward to the new computer room at Joslyn.

ACTION Note and File

5. BAF

Mr. DePalo reported that there were discussions regarding the BAF appointment process.

ACTION Note and File

6. Youth Board

Mr. Prouty reported that the Youth Board held an election of officers. Items were brought in for a Holiday Basket. There will be a book fair at Barnes and Noble on February 6.

ACTION Note and File

7. Greens Committee

Mr. Prouty reported that the new tee time policy at DeBell became effective on November 4. Tee renovations are set to begin in December.

ACTION Note and File

ADDITIONAL COMMENTS FROM AUDIENCE

None

ADDITIONAL COMMENTS FROM BOARD AND STAFF

Mr. Ferguson thanked the Creative Arts Center for hosting Leadership Burbank, he welcomed Ms. Flores, and thanked Ms. Stein. He asked for an overview of the Brace Park cell phone tower project at the December meeting. Ms. Garcia would note the request and pointed out that this is a BWP project as it is on water and power property. Mr. Yegparian asked that the aesthetics of the project also be addressed and requested that the Lockheed Landfill Parcel be added to the December agenda so that the Board could discuss turning this area into a useable park area or potential soccer field. Mr. Prouty clarified that the December meeting would be limited to the following items: BAF, cell tower, Landfill parcel, and outside arborist trimming trees. . Mr. DePalo complimented staff, residents and the Veterans Commemorative Committee on the success of the Veterans Day Event. Mr. Yegparian commented on the Community hike.

ADJOURNMENT

The meeting adjourned at 8:16 pm.

CHAIR: _____

Date: _____

SECRETARY: _____

Date: _____